


Inviting an Individual to Register with a Firm - Google Chrome and Safari Browsers

How do I invite an individual to Register with my firm in eFS?

1. Go to <https://minnesota.tylerhost.net/ofswweb>
2. Click **Login**.
3. Enter your **email address** and **Password**. Click **Sign In**.



If you forgot your password, you can click the "Forgot Password" hyperlink in the bottom, left corner of the login screen.

4. In the Actions drop-down menu, select **Firm Users**.
5. In the Join My Firm email section there is a Register URL address for the individual.
6. Click the mail  icon on the right side of the URL address.
7. An email is created with the registering link already in the message. Enter the **email address** of the person you would like to invite to join your firm.
8. Click **Send**.



Make sure to send the email to the individual you are sending an invite to. This will walk them through step-by-step on how to register with your firm. See QRG: Registering an Account in eFS.

